

EIGHTH ARMY REGULATION 385-95

SAFETY (385)

Commanders Mishap Prevention Plan

15 August 1995

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EUSA Reg 385-95

HQ USFK/EUSA
ATTN: EAIM-R-PM
UNIT #15236
APO AP 96205-0009

HEADQUARTERS
EIGHTH UNITED STATES ARMY
UNIT #15236
APO AP 96205-0009

EUSA Regulation
No. 385-95

15 August 1995

(Effective: 30 August 1995)
Safety
COMMANDERS MISHAP PREVENTION PLAN

SUPPLEMENTATION. Issue of further supplements to this regulation by subordinate commands is prohibited unless prior approval is obtained from HQ EUSA, ATTN: EASF, Unit #15236, APO AP 96205-0009.

INTERNAL CONTROL SYSTEM. This regulation does not contain management control provisions.

1. **PURPOSE.** This regulation establishes policy for the content of the "Commanders Accident Prevention Program" for the Eighth United States Army (EUSA). It outlines personnel responsibilities and provides implementing instructions, goals and methods this command will use to monitor and evaluate the success of the accident prevention program.
2. **APPLICABILITY.** This regulation applies to all EUSA organizations and activities operating within the Republic of Korea.
3. **REFERENCES.** Required and related publications are listed in appendix A.
4. **EXPLANATION OF ABBREVIATIONS.** Abbreviations used in this regulation are explained in the glossary.
5. **POLICY.**
 - a. The responsibility for aviation safety in EUSA rests with the EUSA Command Safety Office (CSO). All actions dealing with aviation safety that have EUSA implications, or require EUSA input or approval, will be coordinated directly with the CSO.
 - b. Mishap prevention is based on the presumption and philosophy that all mishaps are preventable. The commander, aviator, crewchief, mechanic, and other members of the aviation team must be aware of sound mishap prevention principles and apply them during daily activities.
6. **COMMANDERS.** Aircraft mishap prevention and active measures to accomplish the goals of the program are leadership responsibilities. Commanders are responsible for all program elements outlined in this regulation and appropriate Army regulations.

7. **AVIATION SAFETY OFFICER (ASO).** The unit ASO is directly responsible to the commander. He/she advises on all safety issues and manages the mishap prevention program. The ASO may assume the duties of ground safety, but, at a minimum, will monitor the ground program.

8. **AVIATORS, CREWCHIEFS, MECHANICS, AND OTHER AVIATION PERSONNEL.** Each individual must consider themselves the safety officer in their area of responsibility.

9. **PROCEDURES.** The following are key elements of the commanders accident prevention program and mandatory at the command level, as indicated:

a. Commander's safety philosophy. Each commander, through battalion level, will prepare a written safety philosophy.

(1) Goal. The written philosophy will establish the guidelines which all unit personnel must follow.

(2) Standard. All unit personnel will be thoroughly familiar with the key elements of the safety philosophy.

(3) Control. Commanders will provide clear guidance and directives, in writing, and ensure compliance.

b. Aviation/Consolidated Safety Councils. Each aviation organization, through battalion level, will form an Aviation or a Consolidated Aviation/Ground Safety Council and an Enlisted Safety Council in accordance with (IAW) AR 385-95 and AR 385-10. Safety councils for units organized under the Army of Excellence (J or L series) table of organization and equipment, below battalion level, are optional. Units without a safety council must be represented on a safety council at the next higher command level.

(1) Goal. The purpose of safety councils is to promote safety awareness through exchange of ideas, discussions, and by reporting known hazards or deficiencies. Policies, procedures, and counter-measures to eliminate hazards, come from council meetings.

(2) Standard. The councils will meet at least quarterly. Membership and duties are outlined in AR 385-95 and AR 385-10.

(3) Control. Council minutes will be reviewed by the command and posted for review on unit safety bulletin boards. Members of the command will report to the safety council on status of suspense actions as established by the council.

c. Standing Operating Procedures (SOPs). Comprehensive and well written SOPs are the basis for correct practices and continuity of method and effort. The SOP will be prepared at least through battalion

level, and company/troop level, when unit specifics change from battalion level.

(1) Goal. The SOP will carry out the commander's accident mishap plan and reflect the mission, organization, equipment and working environment of the unit or functional areas to which it applies.

(2) Standard. The SOP will be reviewed a minimum of every six months and revised as necessary or whenever a change occurs in mission, organization, equipment, or procedures. Approved safety and standardization council minutes and policy letters may act as interim guidance between SOP revisions.

(3) Control. The unit commander will review the SOP and concur by endorsement with his/her signature.

d. Aviation Accident Prevention Surveys. The ASO/Ground Safety Officer (GSO) will conduct accident prevention surveys of the unit's area of responsibility. Accident prevention surveys will be accomplished through company/troop level.

(1) Goal. The primary objective of safety surveys is early detection of systems defects and potential hazards that could cause or contribute to a mishap.

(2) Standards.

(a) The unit ASO/GSO will conduct or monitor accident prevention surveys monthly. These surveys may coincide with the requirement to complete an aviation "semi-annual" survey using the "Guide to Aviation Resource Management for Accident Prevention", as modified for EUSA.

(b) Airfield and heliport surveys will be conducted quarterly IAW FM 1-300. Limited use helicopter landing sites (LUHLS) will be surveyed prior to initial use and annually thereafter. If the sites are used less than once a quarter, safety surveys are required within two weeks of use.

(c) Standard visual flight rules helipads/heliports planning new construction or renovations that do not meet the guidelines set forth in TM 5-803-4, require a request for waiver. Waivers will be initiated by the user and submitted through the chain of command, thru the owner of the installation, for approval by the Commander, EUSA.

(d) Waivers will be reviewed annually and results reported to the EUSA CSO. They will be renewed, at a minimum, every five years or when a change to the operating environment of the existing airspace takes place.

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(e) The LUHLS used to support ground based units are the responsibility of the supported unit for daily police and maintenance. Report of unsafe conditions may be made on an EA Form 146-R (Survey of Helicopter Landing Area) (app B), letter, or DA Form 2696-R (Operational Hazard Report (OHR)). The EA Form 146-R and DA Form 2696-R will be locally reproduced on 8 1/2-by 11-inch bond paper. Reports should be forwarded to the unit safety officer for resolution.

(f) The ASO/GSO will conduct and record a risk assessment on unsafe conditions IAW AR 385-10 and establish a suspense file based on information obtained during the survey.

(g) The ASO/GSO will conduct and record a safety survey of the unit area upon arrival at a field location during a tactical exercise.

(h) Additional requirements are listed in AR 385-95.

(3) Control.

(a) Supervisors will show corrective actions taken and completed for errors or systems defects found in their area of responsibility. The completed action will be forwarded to the ASO/GSO within 10 working days.

(b) Deficiencies which cannot be corrected at the unit level will be forwarded, with alternatives and recommended course(s) of action, to the safety council of the next higher headquarters.

(c) The ASO/GSO will maintain a suspense file (abatement log) to monitor the status of corrective actions and keep the commander informed.

e. Pre-Accident Plans. Commanders of EUSA aviation units are responsible for developing an effective plan of action to be used in case of an aircraft mishap within either garrison or tactical field environments. The purpose of the plan is to prevent further injury or loss of life, unnecessary damage to property, confusion at the mishap site and to help in the application of the required notification procedures listed in subparagraph 9g.

(1) Goal. To minimize injury or loss of life and property damage should a mishap occur.

(2) Standards.

(a) Each attended airfield and heliport will maintain a current pre-accident plan, including a plan for accidents reported from a location outside of the airfield confines.

(b) Each unit will have a garrison pre-accident plan.

(c) Each unit will develop a pre-accident plan for tactical/gunnery exercises.

(3) Control.

(a) Airfield/heliport pre-accident plans will be exercised monthly. The ASOs will maintain a record of exercise performance with lessons learned.

(b) Each unit's garrison pre-accident plan will be tested monthly to ensure phone numbers are current. Records will be maintained of the tests.

(c) All exercise/gunnery pre-accident plans will be exercised the first day of the exercise/gunnery training.

f. Aviation Safety Meetings/Briefings. Safety meetings/briefings will be conducted IAW AR 385-95.

(1) Goal. The objective of safety meetings/briefings is to increase the education/awareness of unit members to the hazards associated with climatic changes and the rigorous pace in aviation operations.

(2) Standards. Safety briefings will be conducted quarterly for all unit members to discuss seasonal hazards and highlight special safety related items of interest to the command (i.e., fire prevention, foreign object damage (FOD), vehicle safety, etc.). Safety meetings will be conducted monthly for aircrew members. This requirement may be concurrent or separate from the quarterly briefings.

g. Aircraft Mishap Investigation and Reporting. The EUSA aviation units must be capable of reacting to aircraft mishaps quickly and organized to prevent confusion at the mishap site and to preclude the loss of evidence for the subsequent investigation.

(1) Goal. To quickly investigate and accurately report aircraft mishaps in order that lessons learned by investigation may be used to prevent similar accidents.

(2) Standards.

(a) For all Class A, B, and C mishaps, conduct immediate actions and initial notification procedures outlined in appendix C, this regulation.

(b) For Class D, E, and FOD mishaps, conduct preliminary actions and reporting procedures outlined in appendix D, this regulation.

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NOTE: Notification procedures in appendix C and D do not eliminate the need for other required notifications (e.g., OPREP 3 or a Serious Incident Report, if necessary).

(c) Aircraft mishap investigation boards will be appointed IAW appendix E, this regulation. Formal investigations will be conducted IAW AR 385-40, AR 385-95, DA Pam 385-40, and appendix E, this regulation. Distribution of aircraft accident reports will be IAW AR 385-40.

(d) The EUSA unit/command sustaining an accident, or with the most involvement, will fund all support costs associated with the accident investigation board, other than those funded by the United States Army Safety Center (USASC).

(e) A medical examination by a flight surgeon for all crewmembers involved in a Class A, B, C, or D mishap is required in order to determine fitness for duty. Medical examination for crewmembers involved in a Class E mishap may be conducted at the commander's discretion.

h. Awards. Commanders at all levels will participate in Aviation Mishap Prevention Awards Programs outlined in AR 672-74 and EUSA Suppl 1 thereto.

(1) Goal. To recognize outstanding unit and individual achievements in aviation safety.

(2) Standard. Unit award programs will be IAW, but not limited to, those outlined in AR 672-74 and EUSA Suppl 1 thereto.

(3) The EUSA CSO will review and process requests for unit and individual safety awards specified in AR 672-74 and EUSA Suppl 1 thereto.

i. Safety awareness day. All EUSA aviation units will conduct quarterly safety standdown day activities.

(1) Goal. On designated "Safety Standdown Days," the unit will standdown for non-essential missions and devote the entire day to safety training, demonstrations and activities.

(2) Standards. Aviation units through battalion level will set up a creative, well-targeted schedule of events.

(3) Control. Letters of instructions or programs for organizational safety days will be forwarded to the next higher headquarters safety office for review and retention.

j. The DA Form 2696-R.

(1) Goal. The goal of the OHR program is early identification and elimination of hazards and/or unsafe acts that could result in a mishap.

(2) Standard. Commanders will ensure classes are conducted annually on the necessity and preparation of OHRs. Newly assigned personnel will be briefed on this subject.

(3) Control. Commanders will ensure OHRs are managed IAW AR 385-95, chapter 2.

k. Wire strike prevention. Flight at low altitudes where wires may be encountered, will not be allowed for administrative or service missions, unless required to accomplish a mission request.

(1) Goal. To prevent personnel and material losses resulting from wire strikes.

(2) Standards.

(a) Hazard information will be plotted on a current hazard map IAW FM 1-300.

(b) Flight crews will update individual tactical maps from the operations map before all flights.

(c) All flight crews are responsible for immediate reporting of unidentified wire hazards to unit operations.

(3) Control. A wire strike prevention plan will be developed appropriate to the mission. This plan will include, as a minimum, the following considerations:

(a) Staff and individual responsibilities for wire strike prevention.

(b) Reporting procedures for new or previously unreported wires or hazards.

(c) Flight procedures for low level flight modes, night, night systems and night vision goggle operations.

(d) Crew coordination for detection and avoidance of wire hazards.

(e) Wire hazard maps for crews and operations.

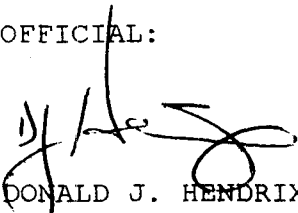
(f) A definition of "low altitudes where wires may be encountered." This definition should be unique to the unit's area of operations.

The proponent of this regulation is the Office of Command Safety. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to the Commander, EUSA, ATTN: EASF, Unit #15236, APO AP 96205-0009.

FOR THE COMMANDER:

OFFICIAL:

JESSE R. TIMMERMAN, JR.
Colonel, GS
Chief of Staff


DONALD J. HENDRIX
Lieutenant Colonel, AG
Assistant Adjutant General

5 Appendixes

- A. References
- B. Survey of Helicopter Landing Areas (EA Form 146-R)
- C. EUSA Aviation Accident Notification
- D. Notification and Reporting Matrix
- E. Aviation Accident Investigation and Immediate Actions

Glossary

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20 - Cdr, 5/501st Avn, Unit #11111, APO AP 96397-0420

20 - Cdr, 4/58th Avn, Unit #15276, APO AP 96205-0049

20 - Cdr, 5/17th Cav Sqdn, Unit #15141, APO AP 96251-0388

20 - Cdr, 1/2nd Avn, Unit #15420, APO AP 96257-0250

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APPENDIX A

REFERENCES

Section I. REQUIRED PUBLICATIONS

AR 385-10 w/EUSA Suppl 1 (The Army Safety Program). Cited in subparagraphs 9b, 9b(2), and 9d(2)(f).

AR 385-40 (Accident Reporting and Records). Cited in subparagraph 9g(2)(c) and appendix C.

AR 385-95 (Army Aviation Accident Prevention). Cited in subparagraphs 9b, 9b(2), 9d(2)(h), 9f, 9g(2)(c), and 9j(3).

AR 672-74 w/EUSA Suppl 1 (Army Accident Prevention Awards Program). Cited in subparagraphs 9h, 9h(2), and 9h(3).

DA Pam 385-40 (Aircraft Accident Investigation and Reporting). Cited in subparagraph 9g(2)(c) and appendix E.

FM 1-300 (Flight Operations Procedures). Cited in subparagraphs 9d(2)(b) and 9k(2)(a).

TM 5-803-4 (Planning of Army Aviation Facilities). Cited in subparagraph 9d(2)(c).

Section II. RELATED PUBLICATIONS

AR 15-6 (Procedures for Investigating Officers and Boards of Officers).

AR 40-5 w/EUSA Suppl 1 (Preventive Medicine).

AR 95-1 (Flight Regulations).

AR 95-2 (Air Traffic Control, Airspace, Airfields, Flight Activities, and Navigational Aids).

AR 95-3 (General Provisions, Training, Standardization, and Resource Management).

AR 95-27 (Operational Procedures for Aircraft Carrying Hazardous Material).

AR 420-90 w/EUSA Suppl 1 (Fire Protection).

AR 600-107 (Medical Restriction/Suspension from Flight Duty, Nonmedical Suspensions, Flying Evaluation Boards, and Flight Status Review).

DA Pam 738-750 (Functional Users Manual for The Army Maintenance Management System).

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EUSA Reg 95-2 (Operations and Management of United States Army Airfields, Helipads, and Heliports in the Republic of Korea).

FM 10-68 (Aircraft Refueling).

TB Med 501 (Occupational and Environmental Health: Hearing Conservation).

TM 5-315 (Firefighting and Rescue Procedures in Theaters of Operations).

USFK Reg 385-1 (Accident Prevention and Reporting).

APPENDIX B

SURVEY OF HELICOPTER LANDING AREAS

SURVEY OF HELICOPTER LANDING AREAS (EUSA REG 95-2)				DATE:	
1. Helipoint Designation or Coordinates:					
2. Responsible Unit:					
3. Largest Helicopter Accommodated:					
4. Elevation:		5. Best Approach Heading:		6. Best Departure Route:	
7. Environmental Conditions Affecting Operations and Safety:					
a. Surrounding Terrain:			b. Probable Wind Currents:		
c. Other (Specify):					
8. Landing Area		9. Landing Pad(s)			
Width	Length	Width	Length	Width	Length
10. Landing Pad Surface: Type, Condition, Repairs, Improvements needed (if any):					
11. Shoulders(runway): Width, Stabilization, Condition, repairs, and/or improvements needed:					
12. Approach-Departure Zone out to 1500 feet from landing pad:					
10:1 or better [] , :1					
13 Distance from edge of landing pad to fixed objects:					
Do these interfere with helicopter approaches or departures?					
14. Are there wires, poles, or other obstructions considered likely to interfere with helicopter operations?					
a. Is it possible to remove the obstructions listed above?					
b. If obstructions cannot be removed, are they properly marked?					
15. Is there an installed wind indicator? Is it:					
a. Properly located?		b. Serviceable?		c. Readily visible from the air?	

1A FORM 146-R
1 DEC 81Replaces JK Form 146-R, 1 Oct 80, which
will be used until exhausted.

16. Is there a plan, and are the necessary equipment and supplies on hand, to prevent hazardous conditions due to snow and ice?	
17.	Does helipad size permit landings when one or more helicopters are already on the ground?
	Are parking spaces clearly marked from the air?
18. Are warning signs displayed or guidelines drawn to prevent people from walking into moving rotor blades?	
19. Recommendations and/or additional remarks:	

APPENDIX C

EUSA AVIATION ACCIDENT NOTIFICATION

C-1. Refer to appendix D, this regulation, to determine aviation accident notification and reporting requirements.

C-2. The EUSA CSO personnel to be notified in case of an aviation accident.

<u>Duty Hours</u>	<u>Beeper Number</u>
a. Aviation Safety - 723-6616	(M) 722-7358 - (C) 7912-7358
b. Deputy Director - 723-8373	(M) 722-7356 - (C) 7912-7356
c. Safety Director - 723-8372	(M) 722-7357 - (C) 7912-7357

C-3. In addition to the above, take the following actions:

a. Duty hours. Immediately notify each of the offices listed below of any Class A, B, or C aircraft accident.

<u>Title</u>	<u>Duty Phone Number</u>
Command Center (CC) Seoul	723-3030/8282
EUSA Aviation Officer	723-6507
Joint Police Information Center	738-8070/6374

b. Non-duty hours. Notify CC Seoul, 723-3030/8282. The CC Seoul will immediately notify at least one of the individuals listed on the CSO notification roster. The CSO will ensure that a listing of current home telephone numbers of command safety personnel to be notified is provided to CC Seoul.

c. Class D aircraft accident. In the event of a Class D accident, the unit involved will telephonically notify the CSO/EUSA Aviation Safety Specialist (723-6616/3934) within one duty day following the accident. Guidelines for the required information are at appendix C.

d. Immediate telephonic notification. The unit involved will prepare and forward the DA Form 7306-R (Worksheet for Telephonic Notification of Ground Accident). The telephonic notification will be followed, within 70 calendar days, by the DA Form 2397 series for Class A and B accidents and the DA Form 2397-AB-R (Abbreviated Aviation Accident Report (AAAR)) within 15 calendar days, for Class C accidents. The DA Form 2397-AB-R will be submitted on all Class D, E, and FOD incidents within 10 calendar days of the incident occurrence. See AR 385-40, chapter 3, for amplification of this requirement.

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e. USASC notification. The EUSA CSO will coordinate USASC notification.

(1) The unit will be informed by the EUSA CSO of USASC's decision on dispatching a Central Accident Investigation Team to investigate the accident.

(2) Accident investigation boards will be appointed IAW appendix E, this regulation.

APPENDIX D
NOTIFICATION AND REPORTING MATRIX

ACCIDENT CLASS	TELEPHONIC NOTIFICATION	DA FORM 2397	DA FORM 2397-AB-R
A	IMMEDIATE TO MACOM/USASC DA Form 7306-R, Worksheet for Telephonic Notification of Aircraft Accident. No follow-up is required	Accident investigated by appointed board. Report due 70 days to MACOM. Due 90 days to USASC	N/A
B	IMMEDIATE TO MACOM/USASC DA Form 7306-R, Worksheet for Telephonic Notification of Aircraft Accident. No follow-up is required.	Accident investigated by appointed board. Report due 70 days to MACOM. Due 90 days to USASC.	N/A
C	IMMEDIATE TO MACOM/USASC DA Form 7306-R, Worksheet for Telephonic Notification of Aircraft Accident. No follow-up is required.	N/A	Accident investigated by appointed board. Report due 15 days to MACOM. Due 30 days to USASC.
D	N/A	N/A	Completed and forwarded to USASC within 10 days.
E	N/A	N/A	Completed and forwarded to USASC within 10 days.
FOD	N/A	N/A	Completed and forwarded to USASC within 10 days.
SUMMARY	Class A - C Telephonic immediate	Mail/Carry	Typed report to MACOM 70 days -- to USASC 90 days
	Class D, E, FOD - if Safety of Flight	Mail/FAX	DA Form 2397-AB-R to USASC -- 10 days

APPENDIX E

AVIATION ACCIDENT INVESTIGATION AND IMMEDIATE ACTIONS

E-1. PURPOSE. To outline immediate actions and investigation procedures to ensure a prompt response to an aviation accident.

E-2. RESPONSIBILITIES.

a. The commander who first becomes aware of an aircraft mishap will--

(1) Take action necessary to save lives and minimize further property damage at the mishap site.

(2) Place guards at the site to prevent the moving or disturbing of the wreckage until relieved by the owning unit or released by the investigation board.

(3) Notify the commander of the owning unit. If unit ownership cannot be established, or if the owning unit cannot be expeditiously notified, contact the appropriate personnel IAW appendix C, this regulation.

b. The owning unit will--

(1) Immediately make notification IAW appendix C and D, this regulation.

(2) Dispatch an ASO to the site to find out the extent of damage and mishap classification.

(3) Direct the ASO to begin preliminary investigation actions IAW DA Pam 385-40.

(4) Provide support to the accident investigation board.

c. The EUSA CSO will--

(1) Ensure that the appropriate notification has been made.

(2) Assist USASC with unit coordination and ensure they are provided the appropriate support and cooperation.

(3) Appoint an Accident Investigation Board IAW the following matrix.

MATRIX

APPOINTING AUTHORITY

<u>COMMAND</u>	<u>CLASS A</u>	<u>CLASS B</u>	<u>CLASS C</u>
2d INF DIV	CG EUSA	CG 2d INF DIV	CG 2d INF DIV
19 TAACOM	CG EUSA	CG 19 TAACOM	CG 19 TAACOM
17 AVN BDE	CG EUSA	CG EUSA	CG EUSA
18 MEDCOM	CG EUSA	CG EUSA	CG EUSA
501 MI BDE	CG EUSA	CG EUSA	CG EUSA

*NOTE: The CG, EUSA is the approval authority for all aviation A, B, and C accidents experienced by this command.

GLOSSARY

ABBREVIATIONS

ASO	Aviation Safety Officer
CC	Command Center
CSO	Command Safety Office
EUSA	Eighth United States Army
FOD	Foreign Object Damage
GSO	Ground Safety Officer
IAW	in accordance with
LUHLS	Limited use Helicopter Landing Sites
MACOM	Major Command
OHR	Operational Hazard Report
SOP	Standard Operating Procedure
USASC	United States Army Safety Center